

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811
BOARD OF DIRECTORS' MEETING MINUTES

October 16, 2018

The meeting was called to order at 7:00 PM.

Directors present were Tony Alivento, Britta Jarvis, Joyce Steinhardt, and Marlene Ward. Ruby Bussinger was not present because she was on vacation. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – There was nobody present at the start of this meeting.

PRESIDENT'S REMARKS – Mr. Alivento as the Acting President concurred with Mr. Kiebzak's decision to suspend work on preparing the buildings for the installation of the metal shingles after the crew finishes the tear off and dry in of building 23. ACI has not supplied a start date for the installation of the metal shingles on buildings 12 through 23, or how the whole team will operate moving forward. The water integrity of the buildings is not in jeopardy, but a component of the job is not to unreasonably inconvenience the residents and we are failing on this part.

MINUTES - A motion was made by Mr. Steinhardt and seconded by Mrs. Ward to accept the minutes of the September 25, 2018, Board of Directors' meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the Sept, 2018, financial statement and a separate report that projected an operating surplus as of September 30, 2018.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated October 16, 2018.

MANAGER'S REPORT/SHINGLE REPLACEMENT – Mr. Kiebzak reviewed the report dated October 16, 2018.

OLD BUSINESS

- A. Drainage - This topic was discussed during the session of the Manager's Report.
- B. Irrigation System - This topic was discussed during the session of the Manager's Report.
- C. Street Sign/Front Entrance - This topic was discussed during the session of the Manager's Report.

NEW BUSINESS – There were no topics for discussion.

A motion was made by Mrs. Steinhardt and seconded by Mrs. Jarvis to adjourn the meeting at 7:50 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,


Keith R. Kiebzak, CAM
KL Management Group, Inc


Signature

Ruby Bussinger / President
Print Name and Title

Date: 11/20/18